

# KAILUA:

## Multi Hazard Mitigation Preparedness Plan A Storm Ready/Tsunami Ready Community



*This plan is intended to serve as a reference and does not replace common sense, sound judgment, and prudent actions in response to a disaster. Every effort has been made to ensure the accuracy of this plan. However, the Kailua Neighborhood Board's Sub Committee on Disaster Preparedness along with the City and County of Honolulu Department of Emergency Management and The State of Civil Defense assumes no responsibility and disclaim any liability for any injury or damage resulting from the use or effects of the products or information specified in this Plan.*

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Created October 2011 by the Kailua Neighborhood Board Disaster Preparedness Sub Committee

## TABLE OF CONTENTS

I	Purpose and Objective of Plan.....	3
II	Plan Development, Implementation, and Maintenance.....	4
III	Work Groups (Updated 10/23/2012).....	5 -8
III	Emergency Disaster Guidelines.....	9 -17
IV	Kailua Disaster Preparedness Committee.....	18
V	ADDENDUMS	19-32
	Addendum I Annual Plan Review and Revision	
	Addendum II Memorandum of Understandings	
	1. Blue Knights Hawaii I	21
	2. Windward Oahu Hawaii Amateur Radio	22
	Emergency Services	
	3. Refuge Centers in Kailua (forthcoming)	23
Addendum III	Road Map for Work Groups	24
Addendum IV	Public Outreach Training, Exercise, Information	25
	Road Map	
	Post Class Evaluation Form for Instructors	26
Addendum V	Mass Care and Sheltering	27
	1. Shelters	29 -30
Addendum VI	Resource Mapping of Community	31
	1. Depiction (forthcoming)	

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### ***Purpose of Plan***

The purpose of this Plan is to educate and train the Kailua community about the “all hazard approach” to disaster preparedness, mitigation, response, and recovery, and to reduce the impact of a disaster upon the Community.

### **Plan Objectives:**

- Kailua shall become an “all hazards” resilient community.
- Kailua shall become a sustainable community during and after a disaster.
- Kailua shall be self- sufficient for at least 72 hours or more, and able to sustain itself until County, State, Federal, or Military assistance arrives.

### **Geography and Demographics**

The community is defined as ***Kailua*** -as a whole- and incorporates all residents, Keikis/Senior Citizens, schools, faith based groups, and business owners in:

- Sub District 1 -Kalaheo Avenue, Lanikai, Kailua Beach, Kaimalino
- Sub District 2 - Enchanted Lake, Keolu Hills
- Sub District 3 - Maunawili, Olomana, Pohakupu, Kukunono
- Sub District 4 - Coconut Grove, Aikahi, Kailua Town, Kalaheo Hills

### **Community Involvement**

The City & County’s well-established elected Neighborhood Board system provides community-based forums and involves the general public to participate in government decision making which affects his or her community.

The Kailua Neighborhood Board’s (KNB) Committee on Public Health, Public Safety, & Civil Defense (PHPS&CD) shall designate a sub-committee, The Kailua Disaster Preparedness Sub Committee (KDPSC), to address disaster preparedness.

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The KDPSC shall be facilitated by the Chair of the PHPSCD Committee.

The Kailua Disaster Preparedness Sub-Committee (KDPSC) shall consist of Key Stake holders responsible with hazard mitigation planning.

Key Stakeholders include but are not limited to:

- Kailua Residents, Businesses, Community Associations, Faith Based Groups, Schools, Elected Officials, the Castle Medical Center.
- Front line agencies involved in emergency and disaster response and recovery.
- Key sectors that are involved with sheltering, evacuation, and recovery.
- The Chair of the KNB and two members from the PHPSCD Committee

### **Plan Development, Implementation, and Maintenance**

The Kailua Disaster Preparedness Sub-Committee is charged with developing, implementing, and maintaining an emergency response infrastructure plan for Kailua. The Plan shall be reviewed and updated annually.

### **Plan Description and Infrastructure**

The Plan incorporates formation of Work Groups. Each work group consists of a Chair, Vice Chair, and additional members from the community and/or subject matter experts, as required. The work groups shall meet as often as necessary to accomplish their objectives.

Each work group shall develop its goals and objectives to achieve based upon SMART objectives:

- S = Specific- Be precise about what the group will be achieving.
- M= Measurable – Quantify your objectives.
- A = Achievable – Are you attempting too much?
- R= Realistic – Do you have the resources to make the objective happen (staffing, money, time, etc)?
- T = Time – State when you will achieve the objective (within a month? Etc.)

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Work Group Chairs and designees shall attend the over -all coordinating Kailua Disaster Preparedness Sub Committee meeting and present their progress reports and/or request for additional assistance.

The Kailua Disaster Preparedness Sub Committee shall initially meet monthly and may extend to quarterly meetings.

Work Groups, description and purpose:

<u>Work Group Title</u>	<u>Description and Purpose</u>	
Resource Mapping of Community/Neighborhood (use of Depiction to identify and locate <b>resources &amp; risks</b> )	<p>Identify what <b>resources</b> are available in the community:</p> <ul style="list-style-type: none"> <li>- Police, Fire, EMS Stations, Wastewater Treatment Plant</li> <li>- Marine Corp Base Hawaii – Kaneohe</li> <li>- Designated shelters and refuge areas, churches</li> <li>- Hospitals, Clinics, Pharmacies,</li> <li>- Animal Clinics</li> <li>- Hardware Stores, Heavy Equipment Stores, Warehouses</li> <li>- Neighbors who are Ham Operators, Health/Medical experience, Carpenters, Electricians, Plumbers</li> <li>- CERT and /or ARC trained volunteers</li> </ul> <p>Identify <b>risks and vulnerabilities</b> in the community</p> <ul style="list-style-type: none"> <li>- Areas subject to flooding i.e. canals, streams, marsh land</li> <li>- Coastal areas within Tsunami evacuation zones</li> <li>- Areas prone to: debris/rockslide, Wild Fire</li> <li>- Sites that store Chemicals, Biological, Radiological, Nuclear, Explosive (CBRNE)</li> <li>- Soft and hard targets for potential terrorist attacks</li> <li>- Earthquake, Hurricane,</li> </ul>	<u>X</u>

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<u>Work Group Title</u>	<u>Description and Purpose</u>	
<p>Public Outreach and Information</p> <p><b>*Refer to Addendum</b></p>	<p>Get the word out to the community on disaster and notification information</p> <ul style="list-style-type: none"> <li>- Encourage public and vulnerable population to register/ sign up with emergency notification systems and neighbors helping neighbors</li> <li>- Encourage population to sign up with Nixle</li> <li>- Work with Neighborhood Security Watch organizations on disaster preparedness.</li> <li>- Conduct annual emergency/disaster preparedness fairs, outreach to schools, faith based groups, care homes, and business to provide information about emergency plans, “go kits”, NOAA radios, etc.</li> <li>- Schedule speakers from local and state emergency management agencies, the National Weather Services, Pacific Tsunami Warning Center to town hall meetings.</li> <li>- Establish a public information sector to “get the word out.”</li> <li>- Develop public information packets for residents, businesses, visitors (English and multi lingual) containing maps on tsunami evacuation route/vertical evacuation, siren sounding, list of important phone numbers for visitors (foreign consulates, translators).</li> </ul>	<p><u>x</u></p>

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<u>Work Group Title</u>	<u>Description and Purpose</u>	
Public Outreach-Training and Exercise  <b>*Refer to Addendum</b>	<ul style="list-style-type: none"> <li>- Coordinate and schedule CERT and ARC training for Kailua community</li> <li>- Provide information on Business Continuity Plans (BCP) for businesses in Kailua and for the KCOC</li> <li>- Continue to conduct annual exercises (table top and functional) on disaster preparedness with participation from public/private agencies, residents, community organizations, businesses, Castle Medical Center, elected officials, volunteer groups, etc.</li> </ul>	<u>x</u>
Mass Care and Sheltering  <b>*Refer to Addendum</b>	<p>Explore ways to feed and shelter general population, special needs and pet sheltering.</p> <ul style="list-style-type: none"> <li>- Shelters Hub shelter concept General, special needs, pet shelters</li> <li>- Feeding Continue to work with the ARC to identify restaurants and food establishments in Kailua for emergency feeding. Establish Meals Ready To Eat (MRE) resources.</li> <li>- Emergency Communications Amateur radio – classes and testing information Develop a pool of licensed amateur radio operators who will establish emergency communications at selected shelters and command and control sites. Family Radio Services</li> <li>- Communication Network utilizing bicycles and motorcycles.</li> </ul>	<u>x</u>

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<u>Work Group Title</u>	<u>Description and Purpose</u>	
Evacuation and Signage Work Group  <b>*Refer to Addendum</b>	Identify evacuation routes and installation of C&C of Honolulu approved evacuation signs. <ul style="list-style-type: none"> <li>- Establish evacuation procedures</li> <li>- Tsunami signage and identify signage locations</li> <li>- Identify tsunami refuge centers</li> </ul>	x
Tsunami Ready Program	Establish Tsunami Ready Community for Kailua/Aikahi Area <ul style="list-style-type: none"> <li>- Develop, maintain, and update a community plan for the Tsunami Ready grant program and seek funding from SCD.</li> <li>- Continue with community preparedness (refer to Work Group #2 )</li> <li>- Develop, review, and maintain formal tsunami hazard operations plan.</li> </ul>	x

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## EMERGENCY / DISASTER GUIDELINE

This guideline is intended to serve as a reference and does not replace common sense, sound judgment, and prudent actions in response to a disaster.

### RESPONSE TO ANY EMERGENCY

You may be alerted to the emergency by the sounding of civil defense sirens.

When you hear the sirens, tune to any radio or TV station for emergency information and instructions.

Evacuation instructions may be issued over the Emergency Alert System (EAS) via radio (KSSK AM 590/FM 92.3) and TV through police, civil defense, or from Civil Air Patrol aircraft.

Foreign language broadcasts of emergency information may be found on KNDI, KZOO (Japanese), and KREA (Korean).



## FAMILY PREPAREDNESS

### Your family preparedness plan should include:

- Escape routes. Draw a floor plan of your home with escape routes from each room. Identify a safe place to meet in the event of an emergency.
- Communications plan. Your family may not be together when disaster strikes, so plan how you will contact one another and where to go in an emergency.
- Utility shut-off and safety. In the event of a disaster, you may be instructed to shut-off the utility service at your home. Because there are different gas shut-off procedures for different gas meter configurations, it is important to contact your local gas company for guidance on preparation and response regarding gas appliances and gas service to your home.
- Close the water shut-off valve to minimize water loss. Cracked lines may pollute the water supply to your house.
- Locate your electricity circuit box and show family members how to shut off the electricity.
- Insurance and vital records. Gather property, health, and life insurance documents and keep in a safe place.
- Consider purchasing flood insurance to reduce your risk of flood loss.
- Take photos or a video of the interior and exterior of your home and include personal belongings in your inventory for insurance purposes.
- Keep some cash in a safe place at home as ATM machines may not work following a disaster.
- Special needs. If you or someone close to you has a disability or a special need, you may have to take additional steps to protect yourself and your family in an emergency. Make arrangements for special assistance such as transportation to a shelter. Keep specialized items ready, including medication, oxygen, medical devices and any other items you might need.
- Caring for animals. Identify pet friendly shelters. Gather pet supplies including a pet carrier. Ensure your pet has proper ID and current veterinarian records.
- Safety skills. Learn first aid and CPR. Learn how to operate a fire extinguisher.
- Disaster supply kit. Your disaster supply kit should contain essential food, water, and supplies for at least five to seven days. Keep this kit in a designated place and have it ready in case you have to leave your home quickly.
- Medication list. Keep a current list of medication needed by all family members and keep on hand at least seven days of vital medications and supplies. Take them with you if you have to evacuate to a shelter or other location.
- Evacuation guidelines. The amount of time you have to leave will depend on the hazard. Know your evacuation route. Keep a full tank of gas in your car if an evacuation seems likely. Make transportation arrangements if you do not own a car. Leave early enough to avoid being trapped by severe weather.

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## Fire

### Brush fire prevention tips:

- Check your insurance for adequate coverage from a fire hazard.
- People start most wildfires. Promote and practice fire safety with all members of your family.
- Do not discard cigarettes from moving vehicles. Use ashtrays instead. Properly extinguish fire when cooking or grilling outdoors and never leave fire unattended.
- Plan several escape routes away from your home.
- Design and landscape your home with wildfire safety in mind. Create a buffer zone of non-combustible material around your home. Rake leaves and remove dead limbs and twigs. Clear all flammable vegetation next to the home.
- Have a garden hose long enough to reach any area of your home and property.
- Use non-combustible materials on the roof, if possible, and regularly clean the roof and gutters.

### When wildfires threaten:

- Listen to the radio or television for information about where the danger is.
- Prepare your family, pets, and supplies in case you have to evacuate.
- If told to evacuate, do so immediately.
- Drive a route away from the fire hazard and listen to public safety officials.

### Red Flag Warning:

- A Red Flag Warning is a forecast warning issued by the National Weather Service to inform area firefighting and land management agencies that conditions are ideal for brushfire ignition and propagation due to drought conditions and very low humidity, and especially when high or erratic winds are a factor.
- Outdoor burning bans may also be proclaimed by local officials based on Red Flag Warnings.
- To the public, a Red Flag Warning means high fire danger with increased probability of a quickly spreading brushfire in the area within 24 hours. Early notification is critical to responding agencies - report problems as soon as you are made aware of them. Most importantly, have a family evacuation plan in place. If given only 5 minutes to evacuate your home, consider in advance what items you would take with you.

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## EARTH QUAKE

### During an Earthquake:

- Stay calm. First and foremost, having an emergency plan will help you and your family /employees remain calm.
- Turn on your radio for information.
- Stay put. If you are indoors, stay there.
- DROP to the ground; take COVER by getting under a sturdy table or other piece of furniture; and HOLD ON until the shaking stops. If there isn't a table or desk near you, cover your face and head with your arms and crouch in an inside corner of the building. Stay away from glass, windows, outside doors and walls, and anything that could fall, such as lighting fixtures or furniture. If no protection is available, drop to the floor and cover your head with your hands. Make sure others are in "duck and cover" position. Don't be surprised if the electricity goes out, or if fire alarms and sprinklers go on.
- If Outdoors stay there. Move away from buildings, streetlights, and utility wires. Once in the open, stay there until the shaking stops. The greatest danger exists directly outside buildings, at exits and alongside exterior walls. Many of the 120 fatalities from the 1933 Long Beach earthquake occurred when people ran outside of buildings only to be killed by falling debris from collapsing walls. Ground movement during an earthquake is seldom the direct cause of death or injury. Most earthquake-related casualties result from collapsing walls, flying glass, and falling objects.

### After an Earthquake:

- Keep others safe and relaxed. Carefully evaluate the situation and make sure everyone is alright.
- Don't move the seriously injured unless they are still in danger. Administer first aid if necessary.
- Check natural gas, water and electrical lines for damage.
- Do not use the telephone, light switches, matches, candles, or other open flame unless you are absolutely certain there is no natural gas leaking.
- Do not touch electrical power lines or broken electrical equipment.
- Be prepared for aftershocks.
- **Note: A strong local earthquake may generate a tsunami. Evacuate to high ground immediately if you are in a tsunami evacuation zone.**

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## TSUNAMIS

Tsunamis can occur at any time. Check to see if your home/office is within a tsunami evacuation zone. Look at the new tsunami evacuation maps in several publications (phone book or map book), downloadable electronic files (<http://www.honolulu.gov/dem/>) or check the Pacific Tsunami Warning Center's website <http://ptwc.weather.gov/>. You are generally safe from tsunami waves if you evacuate a half-mile inland from the coastline. If you are outside a tsunami evacuation zone, stay where you are and don't go sightseeing.

### Distant Tsunami

- Tsunami Watch: A Tsunami Watch is issued when a major earthquake has occurred in distant areas of the Pacific Basin and a tsunami may have been generated that will impact Hawaii. Prepare to evacuate the coastlines. The media may announce a tsunami watch.
- Tsunami Warning: is issued when the Pacific Tsunami Warning Center has confirmed that a tsunami has been generated.  
**Evacuate the coastlines immediately!** Civil Defense will sound sirens statewide, at least three hours prior to first wave arrival in Hawaii. When you hear the sirens, turn on your radio or TV. Listen to Civil Defense official announcements and instructions.
- Tsunami Advisory: is issued due to the threat of a potential tsunami. Strong currents are likely. Local officials may close beaches, evacuate harbors. Stay away from shore.
  - Department of Emergency Management (DEM) will sound sirens at 3 hours prior, 2 hour prior, 1 hour prior, and 30 minutes to wave arrival for the island of Oahu.
  - Shelters are NOT opened for tsunami evacuation.
  - If you must evacuate head for higher ground, or report to a Refuge Center - ~~Kailua District Park @ 21 South Kainalu Drive~~ or the **Kaneohe District Park @ 45 660 Keaahala Rd., Kaneohe. (More available refuge centers forthcoming).**
  - **Vertical Evacuation** into the upper levels of a reinforced concrete or steel structure away from the beach and on higher ground.
  - If you are safe stay safe, stay off roadways so emergency responders can have clear access.
  - During a declared disaster, "The Bus" will shuttle people from an evacuation zone to a refuge center – free.
- All Clear: Listen to radio or TV for the Civil Defense "All Clear" announcement that it is safe to return to the coastline.

### Local Tsunami

- **If you feel the ground shake and are along the coastline, immediately evacuate inland to higher ground. Don't wait to be told to evacuate.** An earthquake in the Hawaiian Islands may have generated a local tsunami which could strike the coastline in minutes. Turn on your radio and TV for instructions.
- Urgent Tsunami Warning: A large earthquake has occurred in the Hawaiian Islands and a local tsunami may have been generated. Immediately evacuate low-lying coastal areas. Sirens will sound in designated counties. When you hear the sirens, turn on your radio or TV. Listen to Civil Defense official announcements and instructions.
- Vertical Evacuation: Currently vertical evacuation is not an option in the Kailua area due to no sound structure in the evacuation zone.

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- **All Clear:** Listen to radio or TV for the Civil Defense “All Clear” announcement that it is safe to return to your homes but be sure that the all clear is intended for the Kailua Area.

## **HURRICANE**

A **TROPICAL STORM WATCH** is an announcement that tropical storm conditions (sustained winds of 39 to 73 mph) are possible within the specified coastal area within 48 hours.

A **TROPICAL STORM WARNING** is an announcement that tropical storm conditions (sustained winds of 39 to 73 mph) are expected somewhere within the specified coastal area within 36 hours.

Refer to the following websites: [www.weather.gov/hawaii](http://www.weather.gov/hawaii) and [www.weather.gov/cphc](http://www.weather.gov/cphc)

A **HURRICANE WATCH** is an announcement that hurricane conditions (sustained winds of 74 mph or higher) are possible within the specified coastal area. Because hurricane preparedness activities become difficult once winds reach tropical storm force, the hurricane watch is issued 48 hours in advance of the anticipated onset of tropical-storm-force winds.

A **HURRICANE WARNING** is an announcement that hurricane conditions (sustained winds of 74 mph or higher) are expected somewhere within the specified coastal area. Because hurricane preparedness activities become difficult once winds reach tropical storm force, the hurricane warning is issued 36 hours in advance of the anticipated onset of tropical-storm-force winds.

### To prepare for a hurricane, you should take the following measures:

- Make plans to secure your property. Prepare to board up windows with 5/8” plywood. Tape does not prevent windows from breaking.
- Install hurricane straps or additional clips to securely fasten your roof to the frame structure. This will reduce roof damage.
- Place important documents, i.e. insurance policies, bank account information, credit card information, important contact numbers, etc. in a plastic container to ensure their availability after the storm passes.
- Be sure trees and shrubs around your home are well trimmed and secure outdoor furniture and loose objects.
- Clear clogged rain gutters and downspouts.
- Clear debris from your streambed.
- Consider building a safe room.
- Listen to the radio or TV for updated weather information.
- Turn off utilities (water, gas, electricity) if instructed to do so. Otherwise, turn the refrigerator thermostat to its coldest setting and keep its doors closed.
- Avoid using the phone, except for serious emergencies.
- Ensure a supply of water for sanitary purposes such as cleaning and flushing toilets. Fill the bathtub and other large containers with water.
- Have a 5-7 day disaster supply kit (including water, food, medication) available.

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- Prepare to evacuate when directed to by local authorities or when you feel you are in danger. Have a plan for what to do with your pets if you need to evacuate. Take your emergency supply kit with you.

After the hurricane has passed:

- When safe to do so following the “All Clear”, return to your home to assess the damage. Take photos to document the damage for insurance purposes.
- Be aware of hazards, i.e. down power lines, broken gas lines, contaminated water, weakened structures, broken glass, etc.
- Remove standing water from your home including soiled carpets, mattresses and other items which may contribute to the growth of mold.
- Seek assistance in the repair and clean-up of your home.
- Contact your insurance agent to file a claim.

**FLOODS**

**Urban and Small Stream** Minor flooding expected. Not considered life threatening.

**Flood Advisory**

**Flash Flood Watch:** Flooding is possible. Be ready to evacuate.

**Flash Flood Warning:** Flooding is imminent or occurring. Evacuate to high ground NOW.

To prepare for a flood, you should:

- **NEVER ATTEMPT TO DRIVE OVER A FLOODED ROAD.**
- Avoid building in a floodplain unless you elevate and reinforce your home.
- Gather important documents such as your flood insurance policy. Flood losses, however, are not covered under homeowners’ insurance policies.
- Keep a supply of sandbags to direct floodwater from entering the building or home.
- Seal walls 1 to 2 feet above baseboards with waterproofing compounds.
- Listen to the radio or television for information. Be aware of streams, drainage channels, roads, and other areas known to flood suddenly.
- Be aware that flash flooding can occur quickly and without warning. Be prepared to evacuate and move immediately to higher ground. Do not wait for instructions to move.
- Secure your home and elevate essential items. Turn off utilities if instructed to do so. Disconnect electrical appliances and do not touch electrical equipment if you are wet or standing in water.

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### Following a flood, you should:

- Listen for news reports to learn whether the community's water supply is safe to drink. You may need to boil tap water before drinking.
- Avoid floodwaters; water may be contaminated by oil, gasoline, or raw sewage. Water may also be electrically charged from underground or downed power lines. Keep away and report downed power lines to the power company.
- Be aware of areas where floodwaters have receded. Roads may have weakened and could collapse under the weight of a car.
- Return home only when authorities indicate it is safe.
- Stay out of any building if it is surrounded by floodwaters as there may be hidden structural damage to the foundation.
- Service damaged septic tanks, cesspools, and leaching systems as soon as possible. Damaged sewage systems are serious health hazards.
- Clean and disinfect everything that got wet. Mud left from floodwater can contain sewage and Chemicals

### **SHELTER –IN- PLACE**

An incident involving hazardous materials (HAZMAT) can expose the public to dangerous airborne contaminants that may be hazardous and/or deadly. These hazardous agents may be in the form of chemical, biological, or nuclear particles that are colorless and odorless. You may be directed to Shelter in Place if:

- It is dangerous to be outside
- There is little time to evacuate

The Shelter in place concept is intended to minimize the amount of contaminated outside air from entering your home, business, school or other location. You must remain in place until you are notified by officials that the hazard has passed.

- Supplies needed to shelter in place should be available and ready before the need arise.
- Turn off Heating, Ventilation and Air Conditioning (HVAC) Systems
- Close and lock all windows and doors
- Seal gaps under doorways and windows with wet towels and duct tape
- Seal gaps around windows with air conditioning units, around exhaust fans in the kitchen and bathrooms, stove and dryer vents using duct tape and plastic sheeting, aluminum wrap, or wax paper.
- Close fire place dampers- if your home or work place contains them
- Choose a centralized location/room that can be easily sealed off. The location/room should contain a telephone, water, toilet, radio, flash lights. Close off other non essential rooms

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## **EMERGENCY SHELTER INFORMATION**

- Public emergency shelters are located in areas and facilities that maximize the safety of its occupants.
- During an emergency or threat of disaster Civil Defense information will be broadcasted over local radio and TV stations. When an evacuation is necessary these broadcasts may include information about the location of Public Emergency Shelters in affected areas.
- More information, including the location of shelters designated for persons with special health needs, and facilities for household pets may be broadcasted, as well as when volunteers will be available to open shelters and direct evacuees to the appropriate areas.
- Since public shelters do not stock supplies, please bring provisions from your emergency supply kit at home. You will need at least two days worth of food, water, and personal items for yourself, family members, and household pets.
- Facilities designated to serve as Special Needs Shelters provide limited support to persons who need the added space and accessibility to restrooms. Special health needs evacuees must either be capable of taking care of their own needs or be accompanied by a caregiver.
- Household pets entering a pet friendly shelter must be caged for safety. Pet owners must provide water and food for their pets.

***Evacuation and shelter information will be provided by the Department of Emergency Management, City & County of Honolulu, telephone (808) 723-8960.***

**Also refer to the following website: (<http://hawaii.gov/dhs/main/internal/Disaster/Document.2006-06-15.1253>) and to Addendum V of the Plan.**

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## KAILUA NEIGHBORHOOD BOARD NO. 31

### *KAILUA DISASTER PREPAREDNESS SUBCOMMITTEE*



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Created October 2011 by the Kailua Neighborhood Board Disaster Preparedness Sub Committee

## **Addendum**

The Addendum(s) shall provide revisions and updates to the existing Kailua Multi Hazard Mitigation Preparedness Plan.

### **Addendum I Plan Implementation and Maintenance**

The Kailua Multi Hazard Mitigation Preparedness Plan shall be developed, implemented, and maintained by the Disaster Preparedness Sub Committee. The Plan shall be reviewed and updated annually.

#### **Date of revision:**

July 2012 (addition of addendum, addendum I, II, III)

September 2013

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## **Addendum II**

### **Memorandum of Understanding (MOU) with Community Resource Group(s)**

The objectives of the Plan are to assure that Kailua becomes an “all hazard” resilient and a sustainable community before, during, and after a disaster. The Kailua Neighborhood Board’s Disaster Preparedness Sub Committee shall continue to identify assets and resources in the community that will assist during a disaster.

A Memorandum of Understanding between Community Resource Groups and the Kailua Neighborhood Board shall provide an indication about the type of services or products provided by each entity.

A copy of the following listed MOU’s shall be provided to appropriate agencies that are responsible for disaster planning and emergency response (i.e. Kailua HPD, Kailua HFD, DEM, SCD, ARC Hawaii Chapter, etc.).

Each Entity listed below shall provide the aforementioned Agencies with a written copy of their contact list and with the necessary information of the services offered during a disaster.

- Blue Knights Hawaii 1 (Page #21)
- Windward Oahu Amateur Radio (Page #22)
- Refuge Centers provided by Faith Based Groups and other Community Resources (information forthcoming)

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## Memorandum of Understanding

This Memorandum of Understanding is made on June 18, 2012 between the Kailua Neighborhood Board's (KNB) Disaster Preparedness Sub Committee, and the Blue Knights Hawaii 1. It shall remain in effect until terminated by either party with 30 day written notice.

This Memorandum of Understanding is designed to reflect the understandings between the KNB's Disaster Preparedness Sub Committee and the Blue Knights Hawaii 1.

The KNB's Disaster Preparedness Sub Committee and the Blue Knights Hawaii 1, the parties to this memorandum of understanding, have the common overall objectives of providing effective and efficient alternative communication services to the Kailua community during a disaster.

The Blue Knights agree to provide courier service between designated hub shelters and satellite shelters in Kailua.

The KNB's Disaster Preparedness Sub Committee and the Blue Knights Hawaii 1 hereby express agreement to all of the above and enter into a joint agreement until such time that either parties shall amend or revise said agreement in writing.



Claudine Tomasa, Chair  
for Kailua Neighborhood Board's Disaster Preparedness Sub Committee

• Date 6/18/2012



Glen Kamanao  
Blue Knights Hawaii 1  
Treasurer  
for Kailua Disaster Preparedness Sub Committee

Date 18 June 2012

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## Memorandum of Understanding

This Memorandum of Understanding (MOU) is made on SEPTEMBER 2, 2013, between the Kailua Neighborhood Board's (KNB) Disaster Preparedness Sub Committee (DPSC) and the Windward Oahu Amateur Radio Emergency Service® (ARES®). It shall remain in effect until terminated by either party with thirty (30) day written notice.

This MOU is designed to reflect the understandings between the KNB's DPSC and Windward Oahu ARES®.

The KNB's DPSC and Windward Oahu ARES®, the parties to this memorandum of understanding, have the common overall objective of providing effective and efficient alternative communication service to the Kailua community during a disaster.

Windward Oahu ARES® agrees to provide emergency and shelter communications to the Kailua community during a disaster. Amateur radio communications will be provided by amateur radio operators who will provide amateur radio communications to designated hub shelters and with the satellite shelters where possible. Communications will also be established with City & County of Honolulu Department of Emergency Management emergency operating center (EOC) as well as with the Hawaii State Civil Defense (HSCD) state EOC during a disaster, especially a catastrophic disaster when all normal communications are down. The emergency communications will provide situation reports, damage reports, etc. and when required, shelter information. If requested by first responders to provide emergency communications for their respective agencies, amateur radio operators will be provided, whenever possible. The activation of these amateur radio operators, who live in Kailua, will be by the Windward Oahu ARES® emergency coordinator (EC) or his designee when a disaster or a pending disaster is anticipated or when first responders request amateur radio communications.

The KNB's DPSC and Windward ARES® hereby express agreement to all of the above and enter into a joint agreement until such time that either parties shall amend or revise said agreement in writing.

Claudine D. Tomasa  
Claudine Tomasa, Chair  
Kailua Neighborhood Board's Disaster Preparedness Sub Committee

Date Sept. 2, 2013

Clement Jung  
Clement Jung KH7HO, Windward Oahu Emergency Coordinator  
Amateur Radio Emergency Service®

Date 9/2/2013

**Disaster Preparedness is an individual responsibility**

## **Memorandum of Understanding (Forthcoming)**

### **Refuge Centers in Kailua - Faith Based Groups and other Community Resources**

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### **ADDENDUM III**

### **ROAD MAP FOR WORK GROUPS**

- Coordinating and scheduling classes, training /exercise sessions, and educational events for the community on disaster preparedness shall be administered by the Public Outreach Work Group.
- Exploring ways to feed and shelter general population, special needs and pet sheltering shall be administered by the Mass Care and Sheltering Work Group.
- Identifying Assets, Resources, Risks, and Vulnerabilities in the Community shall be administered by the Resource Mapping Work Group.
- Identifying evacuation routes, locating and installing C&C approved evacuation and warning signs shall be administered by the Evacuation and Signage Work Group.
- Development and Maintenance of a Tsunami Ready Community Program for Kailua shall be administered by the Tsunami Ready Work Group.

Special requests for the aforementioned Work Groups shall be addressed via the following process:

1. Interests and concerns pertaining to emergency/disaster preparedness (i.e. community classes and training sessions, etc.) shall be addressed with the appropriate Work Group.  
➤
2. Contact and discuss your interests/concerns with the Chair of the designated Work Group and/or with the Facilitator of the KDP Sub Committee (the Chair of the KNB's Public Health, Public Safety, & Civil Defense Committee).  
➤
3. The Work Group shall attend to the request and explore the feasibility of carrying out a structured action plan. A follow up response shall be provided to the concerned citizen and a final report shall be provided to the KDPSC during their quarterly meeting.

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## **ADDENDUM IV**

### **Public Outreach and Information**

1. Shelter Training
2. Sky Warn Classes
3. CERT Classes in Kailua
4. Community Events (Evolving)

#### **Road Map for the Public Outreach and Information Work Group**

To maintain the Community's StormReady/TsunamiReady status a written record indicating the educational and training activities provided shall be processed and available for the appropriate Government and Non-Government Agencies. The following roadmap shall provide directives.

#### **Directives for Pre- Scheduling of Classes, Training/Exercise Sessions/Other Events**

1. Planning and scheduling classes, training/exercise sessions, and/or educational events for the community on disaster preparedness shall be the responsibility of the Public Outreach and Information Work Group.



2. Resource speakers, instructors, and/or the general public shall work closely with a member from the Work Group – assigned by the Chair- to plan and prepare for the scheduled event(s).



3. A report of the event shall be provided to the KDPSC during its quarterly meeting.

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### **Post Class/Training/Exercise Evaluation for Instructors**

1. Title of Class/Training/Exercise/Event: \_\_\_\_\_
2. Number of persons who applied for class/training/exercise/event \_\_\_\_\_  
Number of persons who attended \_\_\_\_\_  
Number of persons who completed \_\_\_\_\_
3. Incentives Rewards or certificates provided? \_\_\_\_Yes \_\_\_\_No  
If yes, did all attendees receive the appropriate incentives rewards/certificates? \_\_\_\_Yes \_\_\_\_No  
When were incentives/certificates distributed? \_\_\_\_\_  
Please provide explanation(s) if certain attendees did not receive incentive rewards/certificates: \_\_\_\_\_  
\_\_\_\_\_.
4. Site Evaluation  
Please provide any feedback /comments from you and attendees on any of the following factors:  
Room accommodation – was there sufficient space, lights, etc.  
Parking availability  
Audio/visual  
Other comments/Recommendation for improvement(s)  
\_\_\_\_\_  
\_\_\_\_\_

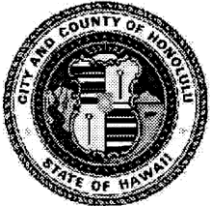
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**ADDENDUM V**  
**Mass Care and Sheltering**

- **Refer to Shelter List from DEM**
  
- **Kailua - Congregate Shelter Agreement with the American Red Cross/ Hawaii Chapter (shelters opened and operated by the ARC after flooding, fires, and is the next shelter step after hurricane/tsunami damage occurs)**

**Faith Baptist Church  
Kailua United Methodist Church  
Le Jardin Academy  
St. John Vienney Church**

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## 2011-2012 Hurricane Emergency Shelter List

Department of Emergency Management  
City and County of Honolulu  
808 723-8960 [www.oahuDEM.org](http://www.oahuDEM.org)

- Emergency Shelters will be opened selectively depending on the severity and type of incident or disaster. You should know the location of your two nearest shelters but do not go there until instructed to do so.
- Listen to radio and television for shelter locations, instructions and opening schedule. Be aware that all shelters; General Population, Alternative Care Site and Pet Friendly do not stock supplies. You must bring your own emergency supplies with you.
- If you know someone who does not speak English or someone who, due to a disability cannot receive emergency information readily, we highly recommend forming a core group of family or friends who can assist with translations or provide important emergency information, assist with disaster preparedness actions and if needed- evacuation.
- Emergency Shelters fall into three categories: General Population, Alternative Care Site, and Pet Friendly. General Population Shelters provide refuge for the general population only. Be aware that all shelters Including Alternative Care Site and Pet Friendly do not stock supplies. You must bring all of your emergency supplies with You. You will need at least two days' worth of food, water, clothing, medical supplies and personal items for yourself and family members. If you have pets or a family member with special needs see the following shelter options. NOTE: If you are sick when reporting to a shelter please notify shelter staff as soon as you arrive.

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## Hawaii

Evacuation and shelter information provided by Hawaii County Civil Defense, Phone: (808) 935-0031.

### North Kohala District

Kohala High and Elementary ☐

Kohala Intermediate ☐

### South Kohala District

Waikoloa Elementary ☐

Waimea Elementary ☐

Waimea Middle

Waimea State Office Building

### North Kona District

Holualoa Elementary

Kahakai Elementary ☐

Kealahou Elementary ☐

Kealahou High ☐

Kealahou Intermediate ☐

### South Kona District

Hookena Elementary

Kona High ☐

Kona Intermediate ☐

### Kau District

Kau High and Pahala Elementary ☐

### Hamakua District

Honokaa High and Intermediate ☐

Kalaniana'ole Elementary ☐

### South Hilo District

E B de Silva Elementary

Hilo High ☐

Hilo Intermediate ☐

Kaunakakai Elementary ☐

Waialeale Elementary ☐

Waialeale High ☐

Waialeale Intermediate ☐

Waialeale Waena Elementary ☐

### Puna District

Keaau Elementary

Keaau High ☐

Keaau Middle ☐

Keonepoko Elementary ☐

Mountain View Elementary ☐

Pahoa Elementary ☐

Pahoa High and Intermediate ☐

## Maui

Evacuation and shelter information for Maui County provided by Maui Civil Defense, Phone: (808) 270-7285.

### Hana

Hana High

### Kahului/Wailuku/Waihee

Baldwin High ☐

Iao Elementary ☐

Kahului Elementary ☐

Lihikai Elementary ☐

Maui Community College

Maui High ☐

Maui Waena Intermediate ☐

Waihee Elementary ☐

Wailuku Elementary ☐

### Kihei/Makena

Kamalii Elementary ☐

Kihei Elementary ☐

Lokelani Intermediate ☐

### Lahaina (West Maui)

Lahaina Intermediate ☐

Lahainaluna High ☐

Princess Nahienaena Elementary ☐

### Upcountry

Haiku Elementary

Kalama Intermediate ☐

King Kekaulike High ☐

Makawao Elementary ☐

Pala Elementary ☐

Pukalani Elementary ☐

## Molokai

Kaunakakai Elementary

Kualapuu Elementary

Molokai High ☐

Kilohana Elementary

## Lanai

Lanai High ☐

## Kauai

Evacuation and shelter information provided by Kauai Civil Defense, Phone: (808) 241-1800.

### Central

Kamakaha Middle ☐

Kauai Community College

Kauai High ☐

**Kauai Humane Society [pets only]** ☐

Kauai War Memorial Convention Hall

King Kaunualii Elementary

Wilcox Elementary

### Eastside

Kapaa Elementary School ☐

Kapaa High School ☐

Kapaa Middle School ☐

### North

Kilauea Elementary School

Kilauea Neighborhood Center ☐

### South

Eleele Elementary School ☐

Kalaheo Elementary School ☐

Koloa Elementary School ☐

### West

Waimea Canyon Elem. and Middle ☐

Waimea High ☐

## Know Your Shelter

### Special Health Needs Shelters

provide limited support to persons with special health needs. These evacuees must either be capable of taking care of their own needs or be accompanied by a caregiver.



**Pet Friendly Shelters** are co-located with some general population shelters. Household pets entering a pet friendly shelter must be caged for safety and owners should provide water and food for their pets.



# Hurricane — Evacuation Shelters

## Statewide List

Produced and distributed by



Hawai'i State Civil Defense  
Phone: (808) 733-4300  
Fax: (808) 733-4287  
Website: [scd.hawaii.gov](http://scd.hawaii.gov)  
Email: [AskCivilDefense@scd.hawaii.gov](mailto:AskCivilDefense@scd.hawaii.gov)

**⚠ ATTENTION! ⚠**

Public Emergency Shelters **MAY NOT** be open during evacuations for a Tsunami **WARNING**. Your local civil defense or emergency management agency will provide locations of tsunami evacuation centers or assembly areas through local media.

072013

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## Be Informed and Ready

During an emergency or threat of disaster, Civil Defense information will be broadcast over local radio and TV stations. When an evacuation is necessary, these broadcasts may include information about the location of public emergency hurricane shelters in affected areas. More information, including the location of shelters designated for people with special health needs and facilities for household pets may be broadcast, as well as when volunteers will be available to open shelters and direct evacuees to the appropriate areas.

Since public emergency hurricane shelters do not stock supplies, please bring provisions from your emergency supply kit at home. You will need at least seven days worth of food, water, and personal items for yourself, family members, and household pets.

Please review this statewide list of Public Emergency Shelters and note the two or three closest to your home. The shelters are listed by county.

## Oahu

Evacuation and shelter information provided by Department of Emergency Management, Phone: (808) 723-8960.

### North Shore (Kaena Point to Kahuku)

Waialua High and Intermediate 🏠🌿

### Leeward Coast

(Makua to Waipahu and Vicinity)

August Ahrens Elementary

Barbers Point Elementary

Campbell High 🏠🌿

Ewa Beach Elementary

Ewa Elementary 🏠

Holomua Elementary

Honowai Elementary 🏠

Ilima Intermediate 🏠🌿

Kaimiloa Elementary

Kaleiopuu Elementary

Kamaile Elementary

Kanoealani Elementary

Kapolei Elementary 🏠

Kapolei High 🏠

Leihoku Elementary

Makaha Elementary

Makakilo Elementary

Mauka Lani Elementary 🏠

Nanakuli Elementary

Nanakuli High & Intermediate 🏠🌿

Pohakea Elementary

Waianae Elementary

Waipahu Elementary 🏠🌿

Waipahu High 🏠🌿

Waipahu Intermediate 🏠

### Central Oahu

(Wahiawa to Mililani and Vicinity)

Hanalani Elementary

Helemano Elementary 🏠

Iliahi Elementary

Kaala Elementary 🏠

Kipapa Elementary 🏠

Leilehua High 🏠🌿

Mililani High 🏠🌿

Mililani Ike Elementary

Mililani Mauka Elementary

Mililani Waena Elementary 🏠

Mililani Middle 🏠🌿

Mililani-Uka Elementary 🏠

Wahiawa Elementary 🏠

Wahiawa Middle 🏠

### Pearl City to Aiea and Salt Lake

Aiea Elementary 🏠

Aiea Intermediate 🏠

Aiea High 🏠🌿

Aliamanu Elementary 🏠

Aliamanu Middle 🏠

Halawa District Park

Highlands Intermediate 🏠🌿

Lehua Elementary 🏠

Makalapa Elementary 🏠

Manana Elementary 🏠

Moanalua Elementary 🏠

Moanalua Middle 🏠🌿

Moanalua High 🏠🌿

Momilani Elementary

Nimitz Elementary

Palisades Elementary 🏠

Pearl City District Park

Pearl City Elementary

Pearl City High 🏠🌿

Pearl City Highlands Elementary 🏠

Pearl Harbor Elementary

Pearl Harbor Kai Elementary

Pearlridge Elementary 🏠

Radford High 🏠🌿

Red Hill Elementary 🏠

Salt Lake Elementary 🏠

Waiau Elementary

Waimalu Elementary 🏠

Webbing Elementary

Salt Lake to Punchbowl and Downtown

Central Middle 🏠

Dole Middle 🏠

Farrington High

Fern Elementary

Kaahumanu Elementary

Kaewai Elementary 🏠

Kaialani Elementary 🏠

Kalakaua Middle 🏠

Kalihi Elementary

Kalihi-Kai Elementary 🏠

Kalihi-Uka Elementary 🏠

Kalihi Valley District Park

Kalihi-Waena Elementary 🏠

Kapalama Elementary 🏠

Kauluwela Elementary

Kawananakoa Middle 🏠

Lanakila District Park

Lanakila Elementary 🏠

Likelike Elementary

Linapuni Elementary 🏠

Lincoln Elementary

Maemae Elementary 🏠

Nuuuanu Elementary

Pauoa Elementary

Puu hale Elementary 🏠

Roosevelt High 🏠🌿

Royal Elementary 🏠

Stevenson Middle 🏠🌿

### Punchbowl to Waialae and Vicinity

Aliiolani Elementary 🏠

Anuenue Elementary

Hawaii Convention Center 🏠

Hokulani Elementary 🏠

Jarrett Middle 🏠🌿

Kaahumanu Elementary

Kahala Elementary 🏠

Kaimuki High 🏠🌿

Kaimuki Middle 🏠🌿

Kuhio Elementary

Liholiho Elementary 🏠

Lunalilo Elementary

Manoa Elementary 🏠

McKinley High 🏠

Neal Blaisdell Center 🏠

Noelani Elementary 🏠

Palolo Elementary 🏠

Waialae Elementary 🏠

Waikiki Elementary

Washington Middle 🏠🌿

Wilson Elementary 🏠

### Aiea Haina to Hawaii Kai and Vicinity

Aiea Haina Elementary 🏠

Hahaione Elementary 🏠

Kaiser High 🏠🌿

Kalani High 🏠🌿

Kamiloiki Elementary 🏠

Koko Head Elementary 🏠

Niu Valley Middle 🏠

### Windward Coast

(Kahuku to Waimanalo)

Ahuimanu Elementary 🏠

Aiea Elementary

Benjamin Parker Elementary

Brigham Young University of Hawaii 🏠

Castle High 🏠🌿

Enchanted Lake Elementary 🏠

Hecia Elementary 🏠

Kahaluu Elementary 🏠

Kahuku High and Intermediate 🏠

Kailua Elementary 🏠

Kailua High 🏠🌿

Kailua Intermediate 🏠

Kainalu Elementary

Kalaheo High 🏠🌿

Kaneohe Elementary

Kapunahala Elementary

Keolu Elementary

King Intermediate 🏠🌿

Lanikai Elementary 🏠

Maunawili Elementary 🏠

Pope Elementary 🏠

Puohala Elementary

Waiahole Elementary 🏠

Waimanalo Elementary and Inter. 🏠🌿

## **ADDENDUM VI**

### **Resource Mapping of Community**

1. Depiction Map of Kailua (forthcoming)

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